

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

Honoring California's Veterans



Classification: Associate Governmental Program Analyst
Retired Annuitant/Intermittent Salary: \$25.39 / \$30.85 per hour

Location: California Department of Veterans Affairs (CDVA)
Veterans Services Division
1227 "O" Street
Sacramento, CA 95814

WHO SHOULD APPLY:

CURRENT CALIFORNIA STATE RETIREES INTERESTED IN WORKING AS AN ASSOCIATE GOVERNMENTAL PROGRAM ANALYST FOR THE CALIFORNIA MEXICAN AMERICAN VETERANS MEMORIAL BEAUTIFICATION AND ENHANCEMENT COMMITTEE FOR THE CALIFORNIA MEXICAN AMERICAN VETERANS MEMORIAL BEAUTIFICATION PROJECT. YOU MUST HAVE ELIGIBILITY TO BE APPOINTED TO THE CLASSIFICATION OF ASSOCIATE GOVERNMENTAL PROGRAM ANALYST.

The benefits of working for Veterans Affairs includes low-cost parking on site, easy light rail access, an on site exercise facility and knowing that you support the Agency's mission of "Promoting and delivering the benefits provided by the grateful State of California to its deserving veterans and their families".

DUTIES AND RESPONSIBILITIES:

Under the direction of the Deputy Secretary Veterans Services Division, the incumbent will manage the operations of the California Mexican American Veterans Memorial Beautification and Enhancement Committee for the California Mexican American Veterans Memorial Beautification Project. The incumbent will act as the liaison between the California Department of Veterans Affairs and the California Mexican American Veterans Memorial Beautification and Enhancement Committee created by SB 599 (Chapter 558 of 2007)

- Responsible for the development of the budget and implementation of fund-raising strategies.
- Independently working with DGS to oversee and manage the permitting and construction phases of the monument.
- Independently, oversee the design and design selection process, coordinating with the Committee to achieve the construction to be completed by May 10, 2010.
- Responsible for the development of Agendas and facilitate monthly meetings, including communication and publicity strategies.
- Liaison with CDVA Contract Managers and CDVA Capital Outlay Staff for the bidding and selection process with DGS for contractors. Function as the primary contract manager with the contractors.
- Other duties assigned by the Committee.

HOW TO APPLY: Candidates should submit a State Application (STD. 678) and résumé to:

Department of Veterans Affairs
Human Resources Division
1227 "O" Street, Room 404
Sacramento, CA 95814

Attn: Margaret Williams Ref: M80#172 08/09

Inquiries:

Voice: (916) 653-2535

TDD: (916) 653-1966

Note: In line #12 of the State Application, you must clearly indicate the basis of your eligibility (Retired Annuitant and include M80 # 172 08/09). Failure to do so could result in being rejected from the interview process.

Final Filing Date: Until Filled

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. PSNO 830-590-5393-935 RELEASED: 2.13.09